

DEPARTMENT OF COMMUNITY SERVICES AND DEVELOPMENT

P.O. Box 1947
Sacramento, CA 95812-1947
(916) 576-7109
(916) 263-1406 (FAX)
(916) 263-1402 (TDD)



May 4, 2011

To All Community Services Block Grant Contractors:

2011 Community Services Block Grant Contract (CSBG) Amendment No. 2

Enclosed is your agency's contract amendment packet for the 2011 Community Services Block Grant Program. It includes two complete copies of the contract amendment.

In order to expedite the execution of your contract packet, please observe the following instructions, and feel free to use this letter as a checklist.

- ☐ Submit a governing board resolution with an **original signature of your board's authorized representative**. The board's resolution must identify whom it has authorized to sign the 2011 CSBG contract and any **amendments**.
- ☐ On the Std. 213, Standard Agreement (face sheet), complete the section labeled "CONTRACTOR'S NAME" on both face sheets. Print or type the name and title of the person who is authorized to sign the contract. Print the date signed. Ensure that **your agency's authorized representative has signed both face sheets**. Your agency's authorized representative is the person whom the governing board has specified in its resolution as the official representative to sign the 2011 CSBG amendment.
- ☐ **The Std. 213, Standard Agreement must remain unchanged**; CSD is not able to process contracts that have been changed by an agency. If you see the need to make changes to the contract's face sheet, please contact your Field Representative, who will arrange for Contract Services Unit to immediately mail your agency corrected face sheets. Do not use correction fluid or tape. If a correction to any page is necessary, please contact you Field Representative.
- ☐ When you return the contract packet to CSD, please arrange all pages, including the face sheets, exhibits, and all attachments, in the same order in which you received them. Include your board resolution, insurance and fidelity bond documents, and, if desired, a transmittal letter, but do not staple or otherwise attach these documents to the contracts themselves.
- ☐ This Amendment will not be executed until the original contract and previous Amendments have been fully executed.

☐ Please return your completed contract packet within 30 days (45 days for public agencies) to:


Contract Services Unit
Department of Community Services and Development
P.O. Box 1947
Sacramento, CA 95812-1947

When sending documents via overnight mail, please use CSD's street address as shown on the face sheet.

Please keep in mind that in order for CSD to execute your contract, all of your agency's contract documents must be **complete**. Authorized persons must sign the board resolution, both face sheets, and applicable exhibits and attachments. Except as waived for self-insured governmental entities, the Certificate of Liability Insurance must name CSD as the Certificate Holder and as an additional insured, except for workers' compensation and fidelity bond. Insurance documents that are on file at CSD must be current or replaced. Coverage must include workers' compensation insurance, fidelity bond, general liability, and vehicle insurance.

If you have questions regarding the contracting process, you may contact Ramonda Ramos of my staff at (916) 576-1852. For questions regarding insurance coverage, you may contact Abigail Churchill of my staff at (916) 576-5316. For questions regarding contractual requirements, reporting forms, or other requirements, please contact your Field Representative.

Sincerely,



Kimberley Petz
Manager, Contract Services Unit

KP:RR
Enclosures

DEPARTMENT OF COMMUNITY SERVICES AND DEVELOPMENT

P.O. Box 1947
Sacramento, CA 95812-1947
(916) 576-7109
(916) 263-1406 (FAX)
(916) 263-1402 (TDD)



TO: CSBG SERVICE PROVIDERS

FROM: Leslie Taylor, Manager
Program Development and Technical Support Unit
Community Services Division

DATE: May 3, 2011

SUBJECT: 2011 Community Services Block Grant (CSBG) Contract Amendment 2

Enclosed is your agency's 2011 Community Services Block Grant (CSBG) Contract Amendment 2 authorizing the remaining second quarter award amount. California's second quarter Notice of Grant Award distributed by the Department of Health and Human Services (DHHS) is for \$5,957,096.

Under federal statute, CSD may allocate up to five percent (5%) or \$3.1 million of the total CSBG grant award for administrative costs. At this time, CSD retained approximately \$297,000 which is less than the above mentioned appropriated amount to be able to disburse more funds to the CSBG Service Providers. Once the final CSBG grant award is issued, CSD will retain the remaining administrative allocation and distribute the remaining funds to the CSBG Service Providers.

Attached is the updated spreadsheet dated April 22, 2011 that details the 2011 CSBG authorized allocation amounts for all agencies to date. The total amount authorized to date is located in the column titled "Total 2011 Contract Allocation". The spreadsheet replaces Attachment III of Exhibit B dated January 18, 2011.

A revision to Exhibit B, Budget Detail and Payment Provisions, Section 3 Advance Payments, items A and B is to provide clarification on the maximum amount of the advance payment(s). The only action necessary is for your authorized representative to sign and return both copies of the amendment. You do not need to submit a new budget with this amendment.

On April 14, 2011 the federal government approved the final appropriations for the remaining FFY 2011; the CSBG appropriation was reduced by approximately three percent (3%). The amount of allocation by State is currently being calculated by the Office of Grants Management and will be distributed in the coming weeks. Upon receipt of California's 2011 allocation a subsequent amendment will follow and require the submission of a new budget. Further instructions will be provided upon receipt of the final CSBG allocation.

2011 CSBG Contract Amendment 2
May 3, 2011
Page 2

Please contact your Field Representative with any questions regarding your 2011 CSBG Contract Amendment 2.

Attachments

STATE OF CALIFORNIA
STANDARD AGREEMENT
STD. 213 A (Rev. 6/03)

AGREEMENT NUMBER 11F-42	AMENDMENT NUMBER 2
REGISTRATION NUMBER	

1. This Agreement is entered into between the State Agency and the Contractor named below
STATE AGENCY'S NAME
Department of Community Services and Development
CONTRACTOR'S NAME
2. The term of this Agreement is : **January 1, 2011 through December 31, 2011**
3. The maximum amount of this Agreement is: \$
4. The parties mutually agree to this amendment as follows. All actions noted below are by this reference made a part of the Agreement and incorporated herein:
 1. The total consideration payable to Contractor by the State has changed from
\$ to \$, reflecting an increase of \$

IN WITNESS WHEREOF, this Agreement has been executed by the parties hereto.

CONTRACTOR		CALIFORNIA Department of General Services Use Only
CONTRACTOR'S NAME (If other than an individual, state whether a corporation, partnership, etc.)		
	DATE SIGNED (Do not type)	
PRINTED NAME AND TITLE OF PERSON SIGNING		
ADDRESS		
BY (Authorized Signature) STATE OF CALIFORNIA		
AGENCY NAME Department of Community Services and Development		
BY (Authorized Signature)	DATE SIGNED (Do not type)	
PRINTED NAME AND TITLE OF PERSON SIGNING Leisa Maestretti, Chief Financial Officer		
ADDRESS 2389 Gateway Oaks Drive, Suite 100, Sacramento, California 95833		
<input type="checkbox"/> Exempt per _____		

2. Exhibit B, Budget Detail and Payment Provisions, 3. A. and B. ADVANCE PAYMENTS is deleted in its entirety and replaced with Exhibit B. 3. A. and B. to read as follows:
 - A. Upon execution of this Agreement or any Amendments thereto, CSD shall issue an advance payment to Contractor not to exceed twenty-five percent (25%) of the Maximum Amount of this Agreement as defined below. In no case, however, shall the advance payment exceed twenty-five percent (25%) of the total consideration payable to Contractor per the final Amendment to this Agreement in accordance with CA Gov. Code Section 12781(b). In the event that Contractor has already received (an) advance payment(s) totaling twenty-five percent (25%) of the Maximum Amount of this Agreement, no further advance payments will be issued.
 - B. "Maximum Amount of this Agreement" is defined as the amount set forth on the Std. 213, Standard Agreement, item 3.
3. Exhibit B, Budget Detail and Payment Provisions, ATTACHMENT III, Contract Year 2011 CSBG Allocation Spreadsheet, shall be replaced in its entirety by the revised Exhibit B, Budget Detail and Payment Provisions, ATTACHMENT III, Contract Year 2011 CSBG Allocation Spreadsheet, attached hereto and incorporated by this reference.

All other terms and conditions shall remain the same.

EXHIBIT B
(Standard Agreement)

Attachment III

ALLOCATION DATA

Contract Year 2011 CSBG Allocation Spreadsheet (April 22, 2011)

State of California
Department of Community Services and Development
2011 CSBG Allocation
CAAs

Attachment III

County	Agency	Contract Number	2011 ALLOCATION				2011 ADVANCE			
			A Total Estimated Allocation (For Budgeting)	B First Release (11/16/10) PCA 44411	C Second Release (1/18/11) PCA 44411	D Third Release (4/22/11) PCA 44411	F Total 2011 Contract*	G First Available (11/16/10)	H Second Available (1/18/11)	K Total 2011 Advance Available
Alameda	Berkeley CAA	11F-4201	259,993	48,224	62,182	24,931	135,337	48,224	16,774	64,998
Alameda	TBD	11F-4202	571,989	106,094	136,801	54,848	297,743	106,094	36,903	142,997
Alameda	City of Oakland, Department of Human Services	11F-4203	719,412	133,438	172,060	68,985	374,483	133,438	46,415	179,853
Alpine	Inyo Mono Advocates for Community Action, Inc.	11F-4204	2,214	411	530	212	1,153	411	143	554
Amador/Tuolumne	Amador/Tuolumne CAA	11F-4205	254,556	47,216	60,882	24,409	132,507	47,216	16,423	63,639
Butte	CAA of Butte County, Inc.	11F-4206	388,339	68,320	88,095	35,320	191,735	68,320	23,765	92,085
Calaveras/Mariposa	Calaveras-Mariposa CAA	11F-4207	253,904	47,095	60,726	24,347	132,168	47,095	16,381	63,476
Colusa	SEE GLENN									
Contra Costa	Contra Costa Employment & Human Services Dept	11F-4208	673,370	124,898	161,048	64,570	350,516	124,898	43,445	168,343
Del Norte	Del Norte Senior Center	11F-4209	44,715	8,294	10,694	4,288	23,276	8,294	2,885	11,179
El Dorado	El Dorado County Department of Human Services	11F-4210	255,816	47,449	61,183	24,530	133,162	47,449	16,505	63,954
Fresno	Fresno County EOC	11F-4211	1,584,532	312,451	402,886	161,530	876,867	312,451	108,682	421,133
Glenn/Colusa/Trinity	Glenn County Human Resource Agency	11F-4212	255,326	47,358	61,066	24,483	132,907	47,358	16,474	63,832
Humboldt	Redwood CAA	11F-4213	262,256	48,644	62,723	25,148	136,515	48,644	16,920	65,564
Imperial	Camposinos Unidos, Inc.	11F-4214	278,354	51,815	66,812	26,787	145,414	51,815	18,024	69,839
Inyo/Mono	Inyo Mono Advocates for Community Action, Inc.	11F-4215	252,177	46,774	60,313	24,181	131,268	46,774	16,270	63,044
Kern	CAP of Kern	11F-4216	1,232,078	228,528	294,673	118,144	641,345	228,528	79,492	308,020
Kings	Kings CAO, Inc.	11F-4217	260,903	48,393	62,400	25,018	135,811	48,393	16,833	65,226
Lake	TBD	11F-4218	255,326	47,358	61,066	24,483	132,907	47,358	16,474	63,832
Lassen/Plumas/Sierra	Lassen/Plumas/Sierra CAA	11F-4219	253,577	47,034	60,647	24,316	131,997	47,034	16,360	63,394
Los Angeles	Foothill Unity Center	11F-4220	361,698	67,089	86,507	34,683	188,279	67,089	23,336	90,425
Los Angeles	Long Beach CSDC, Inc.	11F-4221	973,090	180,491	232,732	93,310	506,533	180,491	62,782	243,273
Los Angeles	County of Los Angeles Dept of Public Social Services	11F-4222	6,892,902	1,276,655	1,646,169	660,003	3,582,827	1,276,655	444,071	1,720,726
Los Angeles	City of Los Angeles, CDD, HS & NDD	11F-4223	7,535,467	1,397,697	1,802,245	722,581	3,922,523	1,397,697	486,170	1,983,867
Madera	CAP of Madera County, Inc.	11F-4224	262,489	48,687	62,779	25,170	136,636	48,687	16,935	65,622
Marin	Community Action Marin	11F-4225	258,079	47,869	61,724	24,747	134,340	47,869	16,651	64,520
Mariposa	SEE CALAVERAS									
Mendocino	North Coast Opportunities	11F-4226	257,030	47,674	61,473	24,647	133,794	47,674	16,584	64,258
Merced	Merced County CAA	11F-4227	423,679	78,585	101,330	40,627	220,542	78,585	27,335	105,920
Modoc/Siskiyou	Modoc-Siskiyou CAA	11F-4228	255,326	47,358	61,066	24,483	132,907	47,358	16,474	63,832
Mono	SEE INYO									
Monterey	Monterey County CAP	11F-4229	486,101	90,163	116,260	46,612	253,035	90,163	31,362	121,525
Napa	Community Action Napa Valley	11F-4230	255,256	47,345	61,049	24,477	132,871	47,345	16,469	63,814
Nevada	Nevada County Dept of Housing & Community Services	11F-4231	253,974	47,108	60,742	24,354	132,204	47,108	16,386	63,494

State of California
Department of Community Services and Development
2011 CSBG Allocation
CAAS

Attachment III

County	Agency	Contract Number	2011 ALLOCATION				2011 ADVANCE			
			A	B	C	D	F	G	H	K
			Total Estimated Allocation (For Budgeting)	First Release (11/16/10) PCA 44411	Second Release (1/18/11) PCA 44411	Third Release (4/22/11) PCA 44411	Total 2011 Contract*	First Available (11/16/10)	Second Available (1/18/11)	Total 2011 Advance Available
Orange	CAP of Orange County	11F-4232	2,723,144	505,095	651,289	261,123	1,417,507	505,095	175,691	680,786
Placer	County of Placer Dept of Health and Human Services	11F-4233	257,403	47,744	61,363	24,582	133,989	47,744	16,607	64,351
Plumas	SEE LASSEN									
Riverside	CAP of Riverside County	11F-4234	2,013,913	373,545	481,663	193,115	1,048,323	373,545	129,933	503,478
Sacramento	Sacramento Employment and Training Agency	11F-4235	1,597,318	296,274	382,027	153,167	831,458	296,274	103,056	399,330
San Benito	San Benito County DCS & WD	11F-4236	252,923	46,913	60,491	24,253	131,657	46,913	16,318	63,231
San Bernardino	CAP of San Bernardino County	11F-4237	2,477,879	459,602	592,629	237,604	1,289,835	459,602	159,868	619,470
San Diego	County of San Diego, HHSA, CAP	11F-4238	3,183,568	590,495	761,407	305,273	1,657,175	590,495	205,397	795,892
San Francisco	EOC of San Francisco	11F-4239	814,597	151,093	194,825	78,112	424,030	151,093	52,556	203,649
San Joaquin	San Joaquin County Dept of Aging & Community Svcs	11F-4240	913,323	169,405	218,438	87,579	475,422	169,405	58,926	228,331
San Luis Obispo	CAP of San Luis Obispo County, Inc.	11F-4241	280,239	51,979	67,024	26,872	145,875	51,979	18,081	70,050
San Mateo	TBD	11F-4242	382,950	71,030	91,589	36,721	199,340	71,030	24,708	95,738
Santa Barbara	CAC of Santa Barbara County, Inc.	11F-4243	518,420	96,158	123,989	49,711	269,858	96,158	33,447	129,605
Santa Clara	Sacred Heart Community Services	11F-4244	1,170,963	217,196	280,061	112,286	609,543	217,196	75,550	292,746
Santa Cruz	CAB of Santa Cruz County, Inc.	11F-4245	276,255	51,240	66,071	26,490	143,801	51,240	17,824	69,064
Shasta	Shasta County CAA	11F-4246	262,512	48,691	62,784	25,172	136,647	48,691	16,937	65,628
Sierra	SEE LASSEN									
Siskiyou	SEE MODOC									
Solano	CAP of Solano County	11F-4247	294,848	54,689	70,518	28,273	153,480	54,689	19,023	73,712
Sonoma	CAP of Sonoma County	11F-4248	341,777	63,394	81,742	32,773	177,909	63,394	22,050	85,444
Stanislaus	Central Valley Opportunity Center, Inc.	11F-4249	662,303	122,845	158,402	63,508	344,755	122,845	42,731	165,576
Sutter	Sutter County CAA	11F-4250	256,307	47,540	61,300	24,577	133,417	47,540	16,537	64,077
Tehama	Tehama County CAA	11F-4251	255,046	47,306	60,999	24,456	132,761	47,306	16,456	63,762
Trinity	SEE GLENN									
Tulare	Community Services & Employment Training, Inc.	11F-4252	814,597	151,093	194,825	78,112	424,030	151,093	52,556	203,649
Tuolumne	SEE AMADOR									
Ventura	Community Action of Ventura County, Inc.	11F-4253	644,595	119,561	154,166	61,810	335,537	119,561	41,588	161,149
Yolo	County of Yolo, Dept of Employment & Social Services	11F-4254	280,239	51,979	67,024	26,872	145,875	51,979	18,081	70,050
Yuba	Yuba County CSC	11F-4255	256,378	47,554	61,317	24,584	133,455	47,554	16,541	64,095
TOTAL, all counties			47,276,445	8,768,936	11,307,006	4,533,349	24,609,291	8,768,936	3,050,185	11,819,121

* Equals contract facesheet (STD 213, Item 3)

NATIVE AMERICAN INDIANS

NATIVE AMERICAN INDIANS		2011 ALLOCATION					2011 ADVANCE		
		A	B	C	D	F	G	H	K
Agency	Contract Number	Total Estimated Allocation (For Budgeting)	First Release (11/16/10) PCA 44311	Second Release (1/18/11) PCA 44311	Third Release (4/22/11) PCA 44311	Total 2011 Contract*	First Available (11/16/10)	Second Available (1/18/11)	Total 2011 Advance Available
Karuk (Core Funding)	11F-4256	42,000	7,790	10,045	4,027	21,862	7,790	2,710	10,500
Karuk	11F-4257	62,745	11,638	15,007	6,017	32,662	11,638	4,048	15,686
NCIDC (Core Funding)	11F-4258	122,000	22,629	29,179	11,699	63,507	22,629	7,871	30,500
NCIDC/LIFE (Core Funding)			(Included with NCIDC below)				(Included with NCIDC below)		
NCIDC	11F-4259	1,812,147	336,121	433,407	173,767	943,295	336,121	116,916	453,037
LA City/County NAIC	11F-4260	383,948	71,216	91,828	36,817	199,861	71,216	24,771	95,987
TOTAL		2,422,840	449,394	579,466	232,327	1,261,187	449,394	156,316	605,710

MIGRANT & SEASONAL FARMWORKERS

MIGRANT & SEASONAL FARMWORKERS		2011 ALLOCATION					2011 ADVANCE		
		A	B	C	D	F	G	H	K
Agency	Contract Number	Total Estimated Allocation (For Budgeting)	First Release (11/16/10) PCA 44211	Second Release (1/18/11) PCA 44211	Third Release (4/22/11) PCA 44211	Total 2011 Contract*	First Available (11/16/10)	Second Available (1/18/11)	Total 2011 Advance Available
California Human Development Corporation	11F-4261	1,428,855	265,027	341,736	137,013	743,776	265,027	92,187	357,214
Proteus, Inc.	11F-4262	2,298,592	426,348	549,749	220,413	1,196,510	426,348	148,300	574,648
Central Valley Opportunity Center, Inc.	11F-4263	559,117	103,706	133,723	53,614	291,043	103,706	36,073	139,779
Center for Employment Training	11F-4264	1,925,847	357,210	460,601	184,670	1,002,481	357,210	124,252	481,462
TOTAL		6,212,411	1,152,291	1,485,809	595,710	3,233,810	1,152,291	400,812	1,553,103

LIMITED PURPOSE AGENCIES
(DISCRETIONARY FUNDS)

LIMITED PURPOSE AGENCIES (DISCRETIONARY FUNDS)		2011 ALLOCATION					2011 ADVANCE		
		A	B	C	D	F	G	H	K
Agency	Contract Number	Total Estimated Allocation (For Budgeting)	First Release (11/16/10) PCA 44111	Second Release (1/18/11) PCA 44111	Third Release (4/22/11) PCA 44111	Total 2011 Contract*	First Available (11/16/10)	Second Available (1/18/11)	Total 2011 Advance Available
Campeños Unidos, Inc.	11F-4265	81,846	81,846	0	0	81,846	20,462	0	20,462
Community Design Center	11F-4266	123,262	123,262	0	0	123,262	30,816	0	30,816
Del Norte Senior Center	11F-4267	89,600	89,600	0	0	89,600	22,400	0	22,400
Rural Community Assistance Corporation	11F-4268	138,053	138,053	0	0	138,053	34,513	0	34,513
TOTAL		432,761	432,761	0	0	432,761	108,191	0	108,191

* Equals contract facesheet (STD 213, Item 3)